

**BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

MEETING DATE: 8/17/05

DIVISION: COUNTY ADMINISTRATOR

BULK ITEM: YES

DEPARTMENT: AIRPORTS

STAFF CONTACT PERSON: Peter Horton

AGENDA ITEM WORDING: Approval of Purchase Service Order with URS to provide a Wildlife Hazard Management Plan for the Key West International Airport.

ITEM BACKGROUND: This project will be funded 95% by the Federal Aviation Administration, with match from Airport operating.

PREVIOUS RELEVANT BOCC ACTION: Approval for Wildlife Study, 10/15/03.

CONTRACT/AGREEMENT CHANGES: New PSO

STAFF RECOMMENDATION: Approval

TOTAL COST: \$35,700.00

BUDGETED: Yes

COST TO AIRPORT: \$1,875.00

SOURCE OF FUNDS: FAA & Airport operating

COST TO PFC: None

COST TO COUNTY: None

REVENUE PRODUCING:

AMOUNT PER MONTH /YEAR:

APPROVED BY: County Attorney X

OMB/Purchasing n/a

Risk Management n/a

AIRPORT DIRECTOR APPROVAL _____



Peter J. Horton

DOCUMENTATION: Included X

Not Required

AGENDA ITEM # _____

DISPOSITION: _____

/bev
APB

MONROE COUNTY BOARD OF COUNTY COMMISSIONERS

CONTRACT SUMMARY

Contract #

Contract with: URS

Effective Date: Execution
Expiration Date: 400 days

Contract Purpose/Description: Provide Wildlife Hazard Management Plan for the Key West International Airport

Contract Manager: Bevette Moore
(name)

5195
(Ext.)

Airports - Stop # 5
(Department/ Stop)

for BOCC meeting on: 8/17/05

Agenda Deadline: 8/2/05

CONTRACT COSTS

Total Dollar Value of Contract: \$35,700.00

Current Year Portion: ~\$5,000.00

Budgeted? Yes

Account Codes: 404-630109-530490-GAKA106

Grant: FAA

County Match: Airport Operating

ADDITIONAL COSTS

Estimated Ongoing Costs: n/a
(not included in dollar value above)

For: .
(eg. maintenance, utilities, janitorial, salaries, etc.)

CONTRACT REVIEW

	Date In	Changes Needed Yes No	Reviewer	Date Out
Airports Director	<u>7/27/05</u>	() (X)	<u>Peter Horton</u> Peter Horton	<u>7/27/05</u>
Risk Management	<u> </u> / <u> </u> / <u> </u>	() ()	<u>N/A Per OMB</u> for Risk Management	<u> </u> / <u> </u> / <u> </u>
O.M.B./Purchasing	<u> </u> / <u> </u> / <u> </u>	() ()	<u>N/A Per OMB</u> for OMB	<u> </u> / <u> </u> / <u> </u>
County Attorney	<u> </u> / <u> </u> / <u> </u>	() ()	<u>SUZANNE HUTTON</u> County Attorney	<u>7/25/05</u>

Comments: _____

PURCHASE / SERVICE ORDER

FOR

MONROE COUNTY

To: URS

Purchase Service Order No. 04/05-20

Re: PSA Agreement, Dated 1-1-02

Resolution No. _____

Project Name: EYW – Wildlife Hazard Management Plan

Description of Services:

(See attached Scope of Services)

Multiple of Direct Salaries _____

Lump Sum X

Days to Complete 400

Reimbursable Expense _____

Fee this Service Order \$ 35,700.00

Payment for Services shall be in their entirety as per PSO.

Prepared by:


Milford A. Reisert

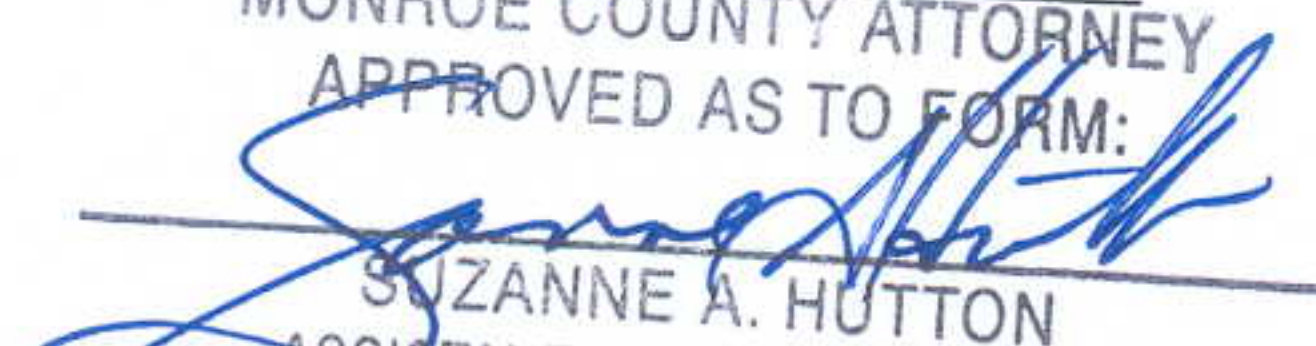
Date: 7-18-05

Recommended by:



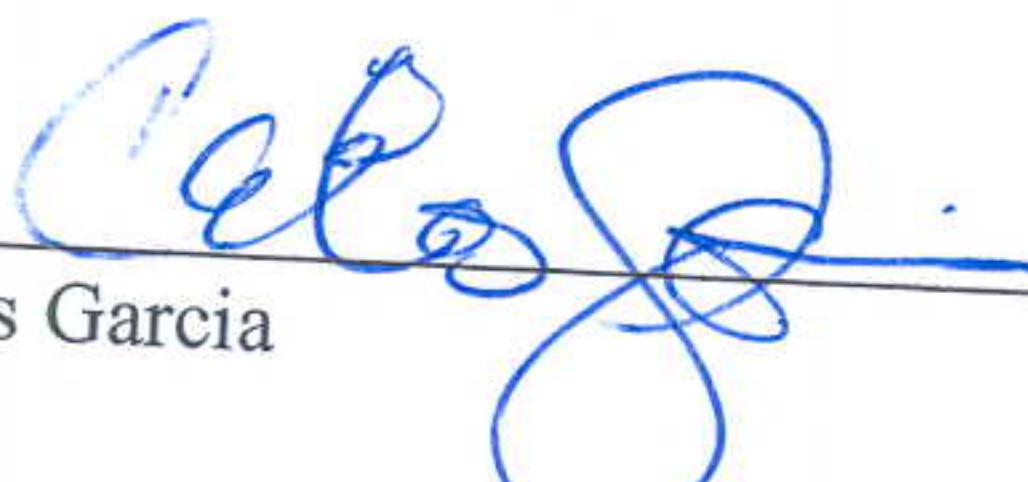
Date: 7-21-05

MONROE COUNTY ATTORNEY
APPROVED AS TO FORM:


SUZANNE A. HUTTON
ASSISTANT COUNTY ATTORNEY

Approved by: _____ Date: 7/25/05

Accepted by:


Carlos Garcia

Date: 7/18/05

Date: _____

SCOPE OF SERVICES

Wildlife Hazard Management Plan Key West International Airport July 14, 2005

A *Preliminary Wildlife Hazard Assessment Report* (Assessment Report) was prepared in April 2005 by URS Corporation/Miami for Key West International Airport (EYW/Airport). The focus of the Assessment Report was to meet the hazardous wildlife assessment requirements of Title 14, Code of Federal Regulations, Part 139.337 (Wildlife Hazard Management). Said Assessment Report has been submitted to the Federal Aviation Administration (FAA) for their review and evaluation to be determined if a Wildlife Hazard Management Plan (WHMP) will be required.

In preparing the WHMP, the following information is referenced:

- The requirements of Title 14, Code of Federal Regulations, Part 139.337 (Wildlife Hazard Management) revised January 1, 2004
- FAA Advisory Circular No. 150/5200-33A (Hazardous Wildlife Attractants on or Near Airports; July 27, 2004)
- Data contained in the April 2005 Assessment Report
- Supplemental data obtainable from the Airport and the FAA, and
- Wildlife management guidelines and protocol developed by the US Fish and Wildlife Service

For the purposes of a budgetary estimate, it is anticipated the following tasks will be required:

- Document Reviews and Data Collection
- Site Review
- Development of the WHMP
- Report Preparation, and
- Project Meetings and Coordination

TASKS TO BE PROVIDED:

The following tasks are anticipated to be required for the preparation of the WHMP:

Task 1: Document Reviews and Data Collection

Review the prepared Assessment Report and comments received from FAA.

Task 2: Site Review

Site visits will be required to identify specific locations that are hazardous wildlife attractants and to develop management techniques for hazardous wildlife. In addition, it may be required to visit specific off-site areas (i.e. landfill) to obtain additional data or photography. In addition meet with airport staff to collect first-hand information on problematic areas.

Task 3: Development of the WHMP

Develop the Wildlife Hazard Management Plan in accordance with guidelines found in applicable regulations and FAA circulars (previously stated). Items to be addressed may

include but not be limited to development of a Wildlife Hazard Working Group, evaluating the cause of reported incidents, establishing protocols for dealing with hazardous wildlife incidents and proposing recommendations to minimize hazardous wildlife incidents.

Task 4: Document Preparation

Prepare the Wildlife Hazard Management Plan Report for EYW; title to be developed in conjunction with Airport staff. The Report shall be a one-volume document using the Assessment Report as the predecessor document. The Assessment Report shall not be reproduced as part of the WHMP.

It is anticipated that the WHMP will be approximately 75 – 100 pages with graphics no larger than 11" x 17". Collateral Information will be contained in the Appendix.

Text will be prepared using MS Office/MS Word; graphics will be in color where applicable.

Task 5: Coordination and Meetings

Coordinate as needed with the Airport, agencies involved in the preparation of the Assessment Report and the FAA.

Up to three coordination/document review meetings at EYW with Airport Staff and two additional meetings with FAA in Orlando.

Deliverables

Prepare five (5) hard copies of the Draft WHMP Report as follows: Three (3) for submittal to EYW: Electronic files of text and graphics will be provided if requested.

Prepare five (5) hard copies of the Final WHMP Report for distribution by EYW: Electronic files on Compact Disc (CD) of text and graphics in PDF format will be provided if requested.